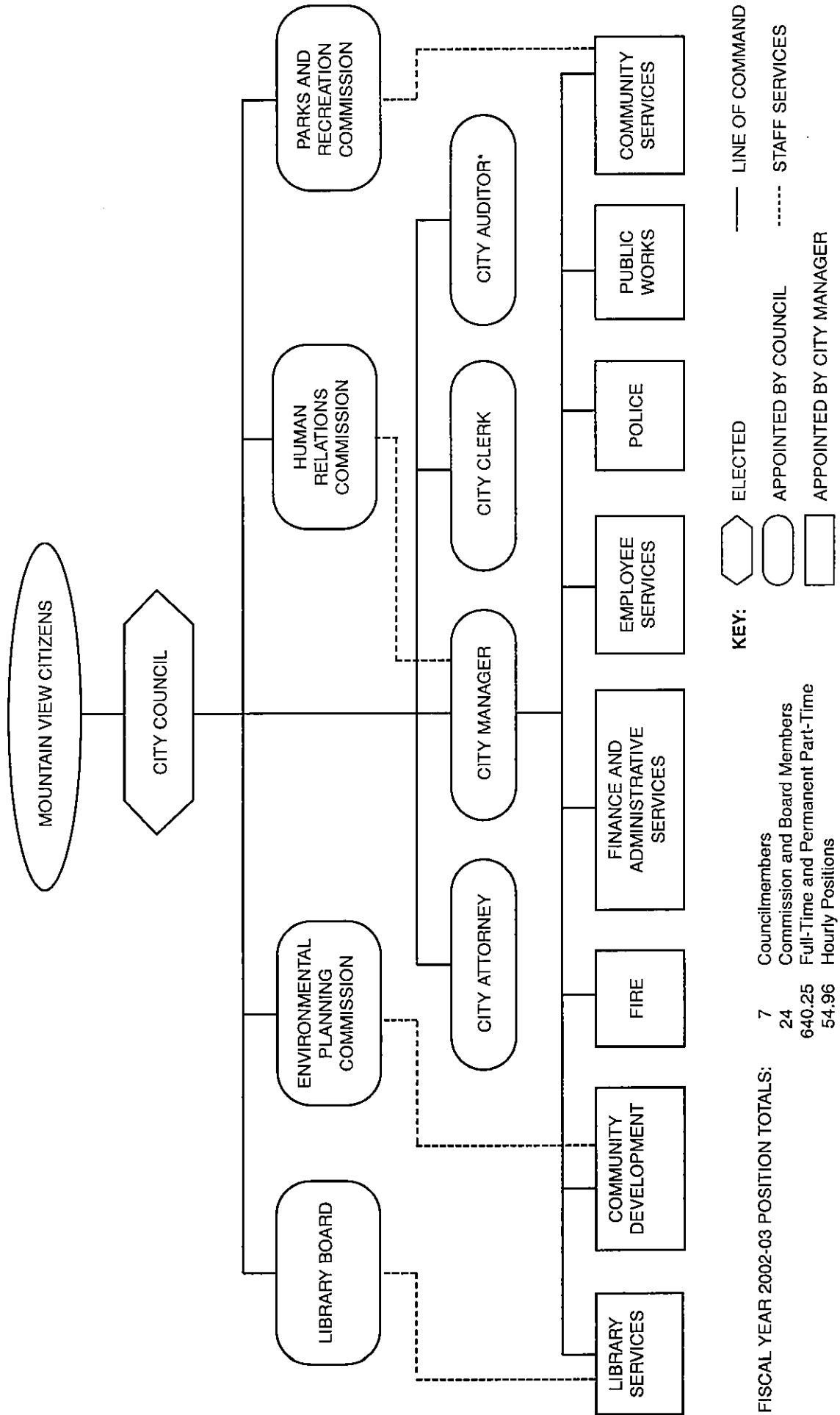
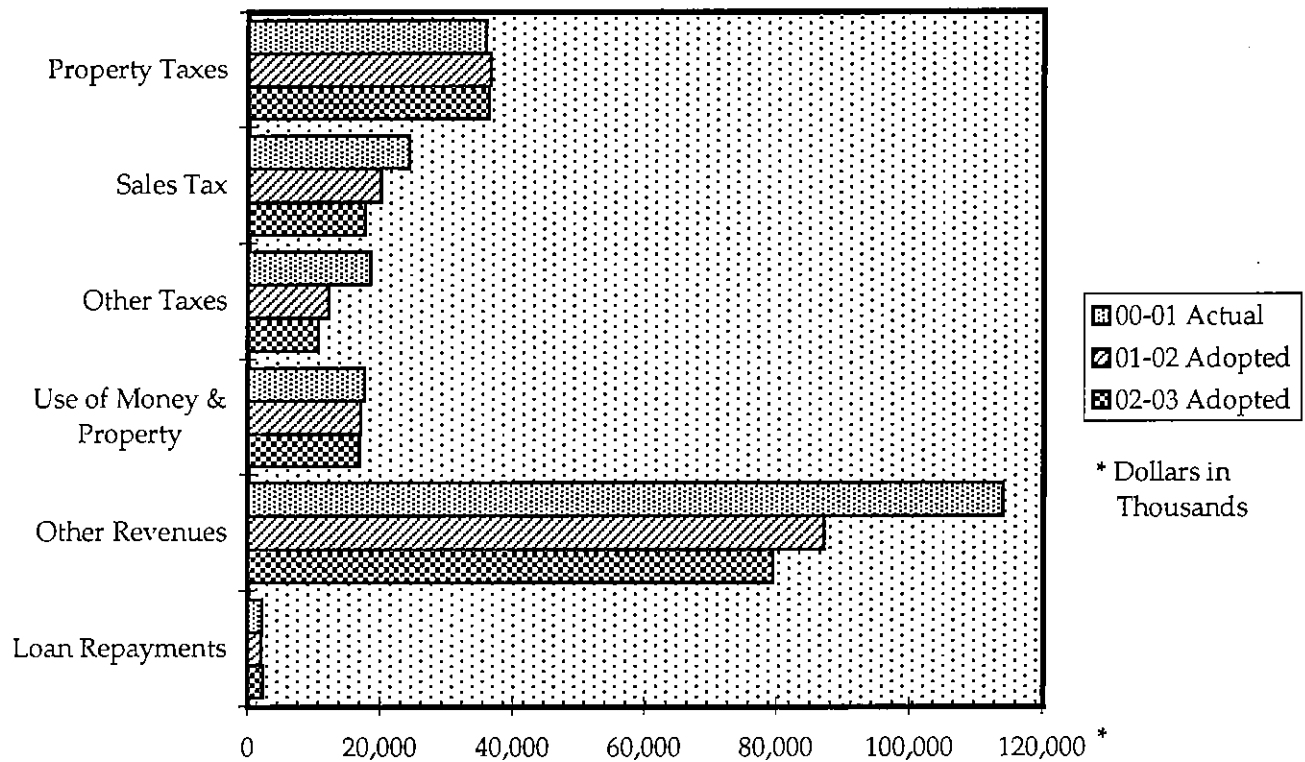


CITY GOVERNMENT ORGANIZATION



*Finance and Administrative Services Director serves as City Auditor

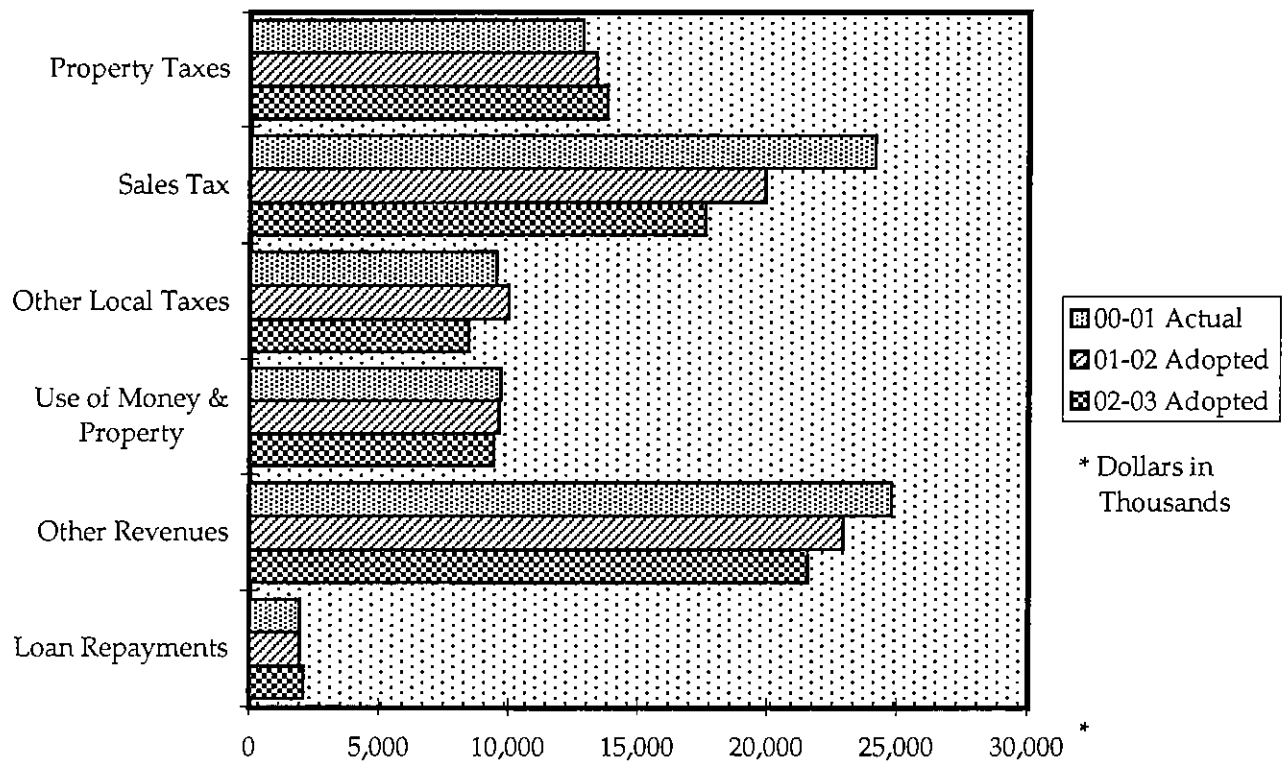
TOTAL FUND REVENUES



Revenue Category	Actual 2000-01	Adopted 2001-02	Adopted 2002-03	Percent Change **
Property Taxes	\$ 35,732,527	36,492,559	36,136,948	(1.0%)
Sales Tax	24,108,167	19,873,140	17,569,640	(11.6%)
Other Local Taxes	18,322,234	12,009,000	10,462,710	(12.9%)
Use of Money and Property	17,405,045	16,855,504	16,628,200	(1.3%)
Other Revenues:				
Licenses, Permits & Fees	6,910,249	6,840,010	5,151,930	(24.7%)
Fines & Forfeitures	458,048	405,000	517,000	27.7%
Intergovernmental	8,171,067	8,028,528	7,938,399	(1.1%)
Charges for Services	39,496,263	38,696,020	36,785,427	(4.9%)
Other Revenues	8,365,273	2,279,503	1,408,580	(38.2%)
Interfund Revenues & Transfers	50,503,023	30,773,851	27,505,533	(10.6%)
Loan Repayments	2,030,103	1,897,252	2,159,754	13.8%
TOTAL	\$ 211,501,999	174,150,367	162,264,121	(6.8%)

** Percent Change From Prior Year Adopted to Current Year Adopted Budget.

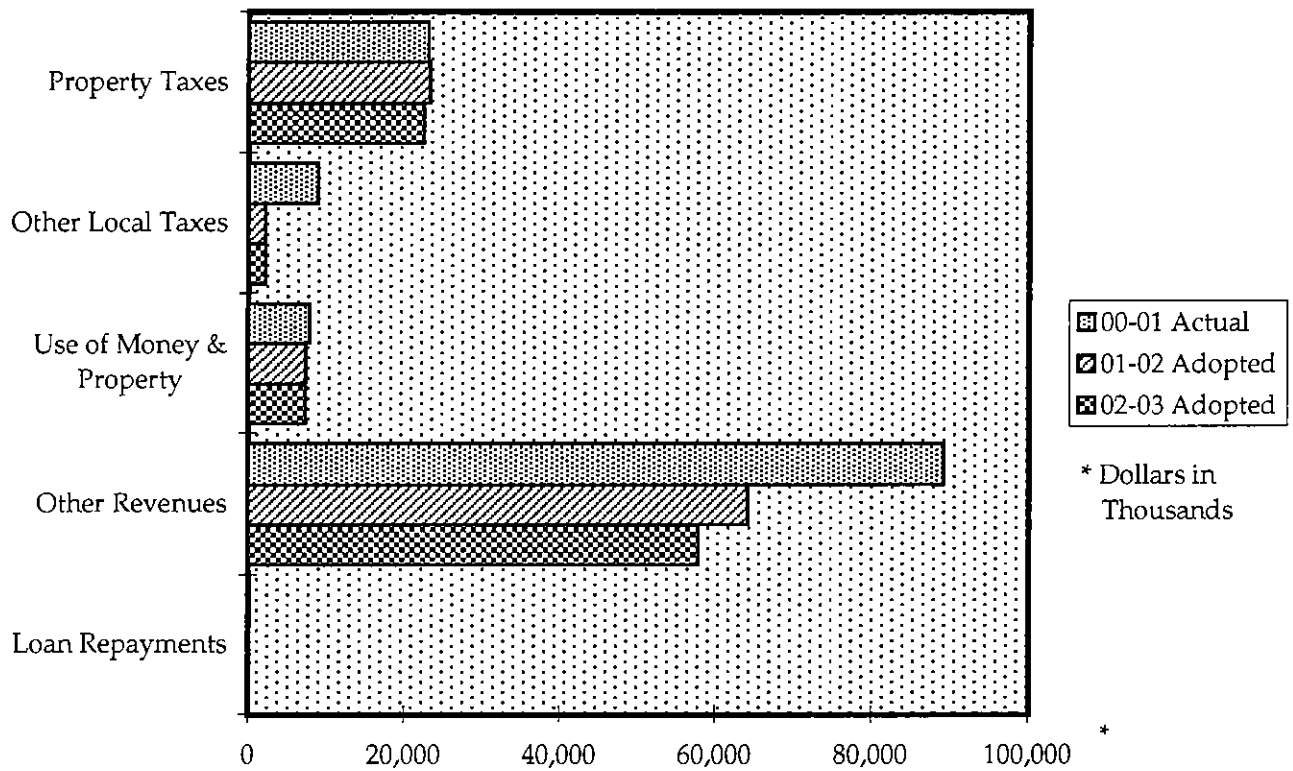
GENERAL OPERATING FUND REVENUES



<u>Revenue Category</u>	<u>Actual 2000-01</u>	<u>Adopted 2001-02</u>	<u>Adopted 2002-03</u>	<u>Percent Change **</u>
Property Taxes	\$ 12,825,286	13,338,330	13,752,380	3.1%
Sales tax	24,108,167	19,873,140	17,569,640	(11.6%)
Other Local Taxes	9,487,297	9,958,000	8,427,710	(15.4%)
Use of Money and Property	9,644,289	9,588,870	9,384,330	(2.1%)
Other Revenues:				
Licenses, Permits & Fees	6,117,548	6,049,910	4,190,650	(30.7%)
Fines & Forfeitures	458,048	405,000	517,000	27.7%
Intergovernmental	4,986,111	4,960,260	4,777,620	(3.7%)
Charges for Services	3,688,498	2,592,330	1,995,160	(23.0%)
Other Revenues	1,079,721	525,600	907,980	72.8%
Interfund Revenues & Transfers	8,419,340	8,353,140	9,157,000	9.6%
Loan Repayments	1,894,252	1,894,252	2,059,754	8.7%
TOTAL	\$ 82,708,557	77,538,832	72,739,224	(6.2%)

** Percent Change From Prior Year Adopted to Current Year Adopted Budget.

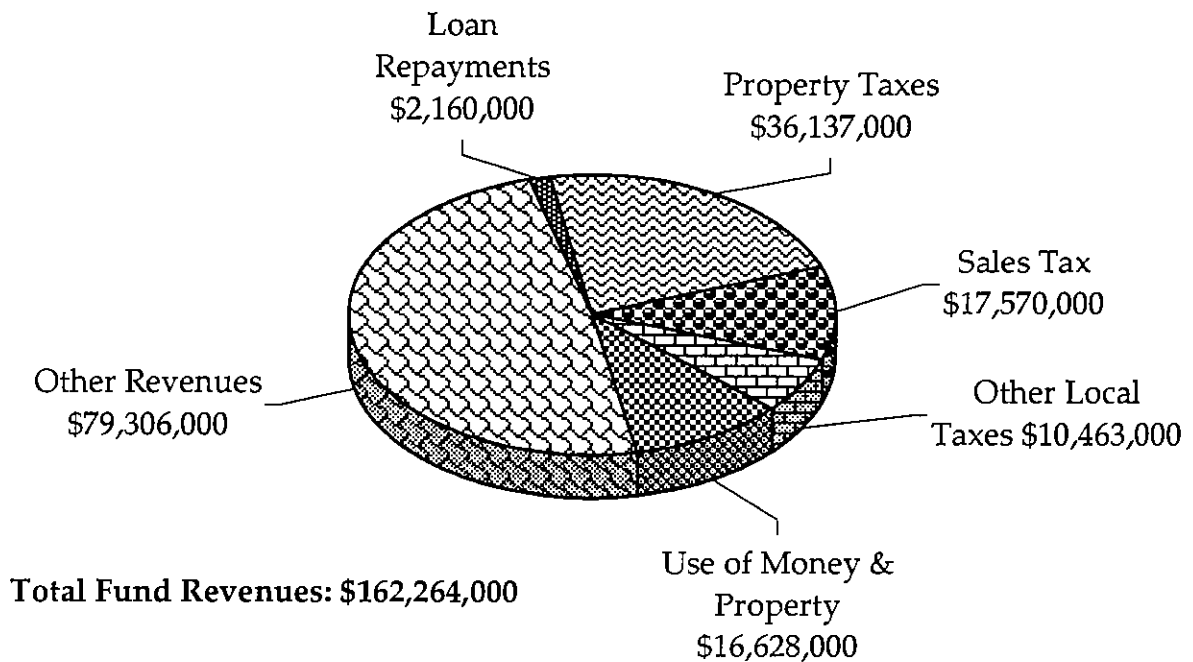
OTHER FUND REVENUES



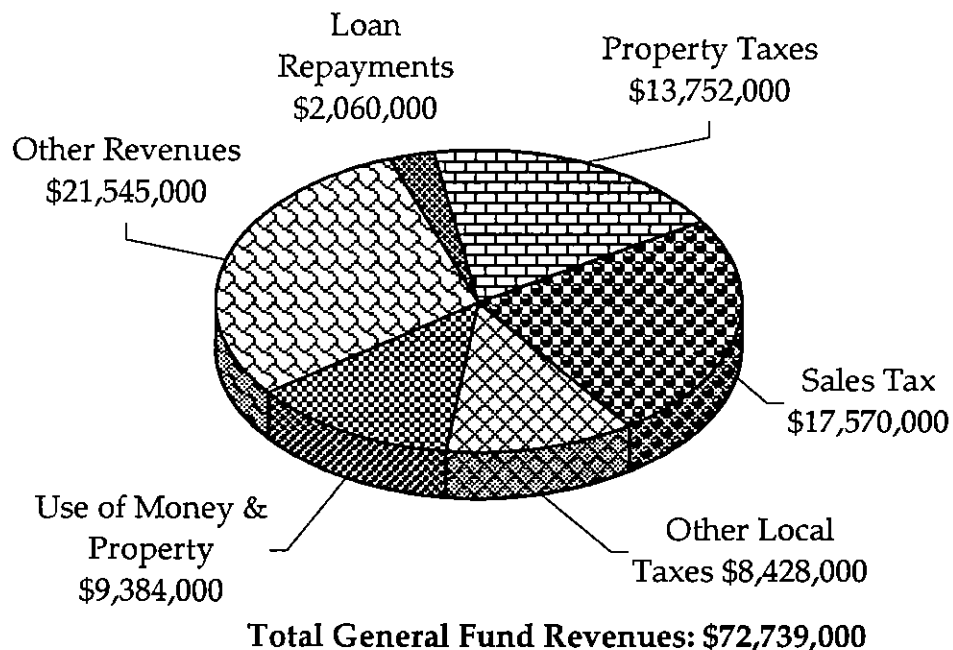
<u>Revenue Category</u>	<u>Actual 2000-01</u>	<u>Adopted 2001-02</u>	<u>Adopted 2002-03</u>	<u>Percent Change **</u>
Property Taxes	\$ 22,907,241	23,154,229	22,384,568	(3.3%)
Other Local Taxes	8,834,937	2,051,000	2,035,000	(0.8%)
Use of Money & Property	7,760,756	7,266,634	7,243,870	(0.3%)
Other Revenues:				
Licenses, Permits & Fees	792,701	790,100	961,280	21.7%
Intergovernmental	3,184,956	3,068,268	3,160,779	3.0%
Charges for Services	35,807,765	36,103,690	34,790,267	(3.6%)
Other Revenues	7,285,552	1,753,903	500,600	(71.5%)
Interfund Revenues and Transfers	42,083,683	22,420,711	18,348,533	(18.2%)
Loan Repayments	135,851	3,000	100,000	3233.3%
TOTAL	\$ 128,793,442	96,611,535	89,524,897	(7.3%)

** Percent Change From Prior Year Adopted to Current Year Adopted Budget.

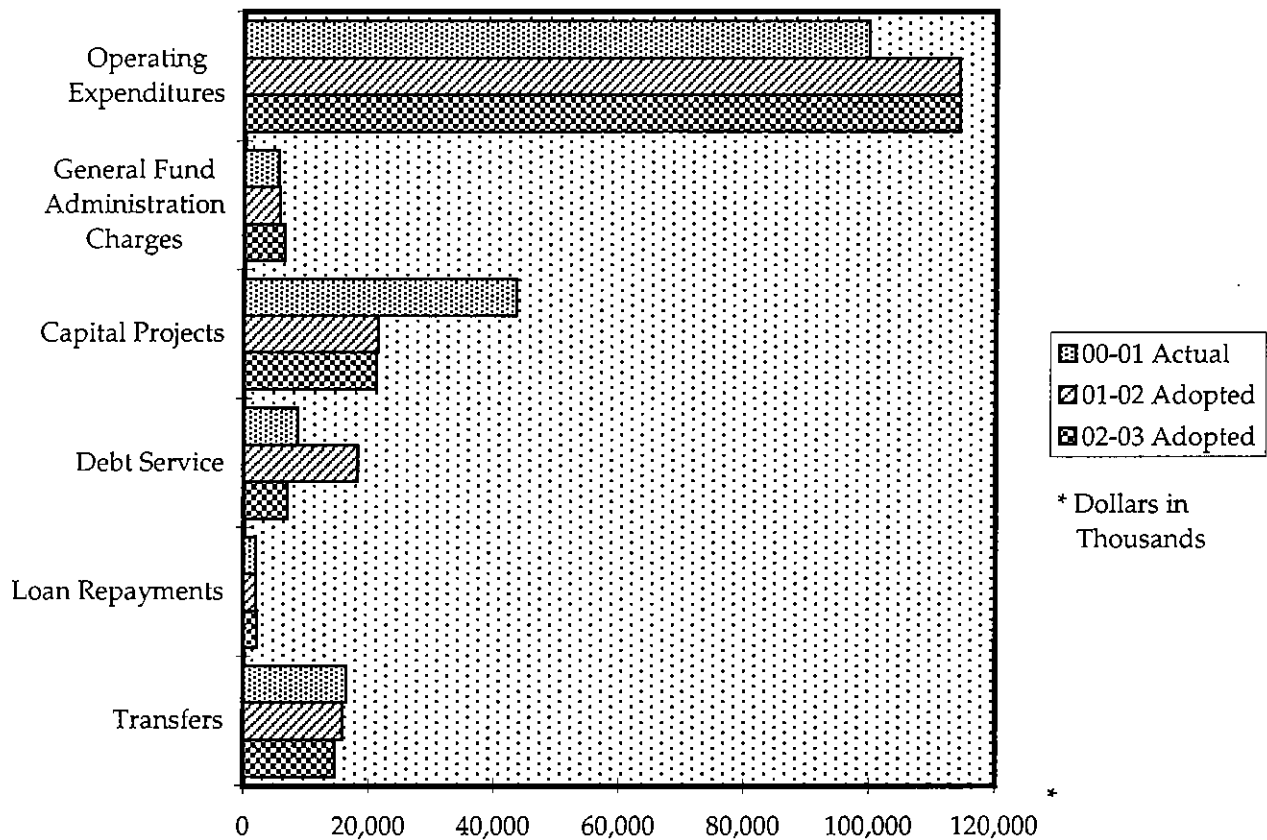
**TOTAL FUND REVENUES
FISCAL YEAR 2002-03**



**GENERAL OPERATING FUND REVENUES
FISCAL YEAR 2002-03**



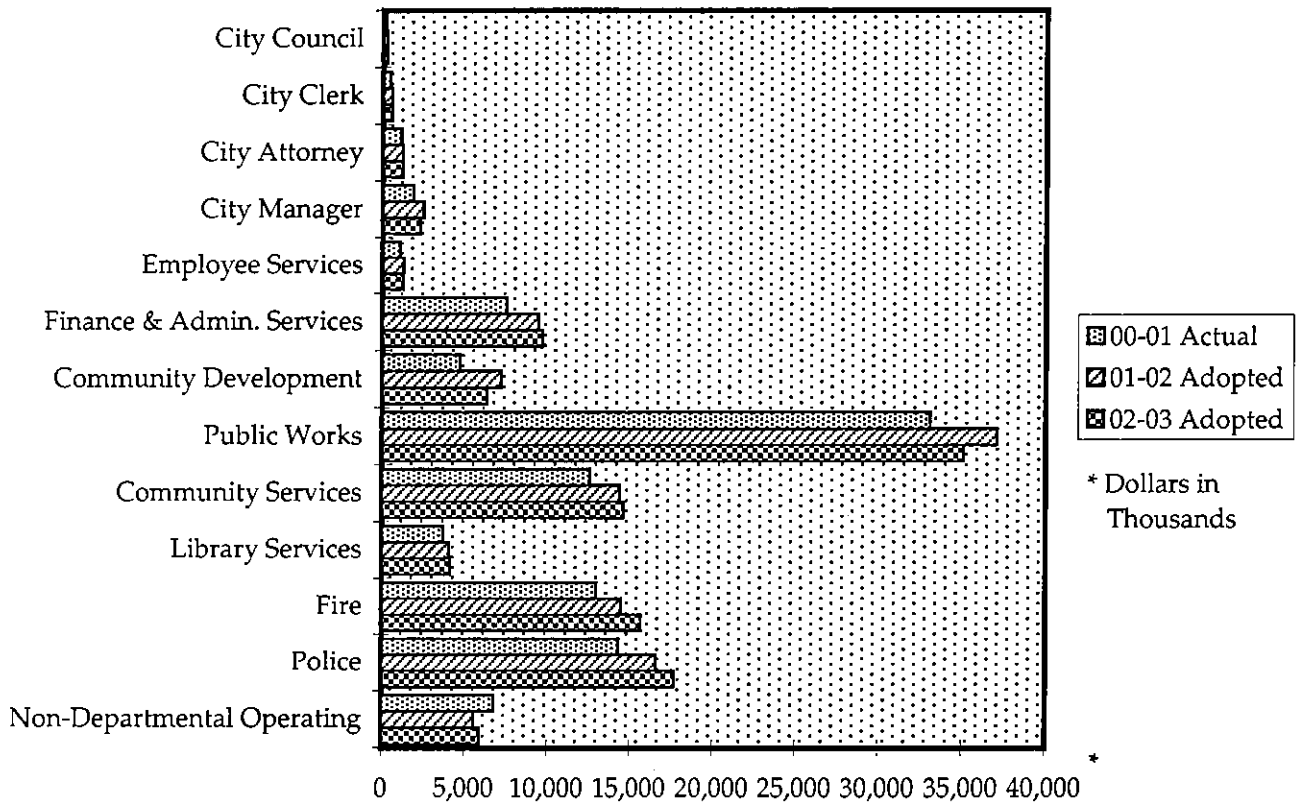
TOTAL FUND EXPENDITURES



<u>Expenditure Category</u>	<u>Actual 2000-01</u>	<u>Adopted 2001-02</u>	<u>Adopted 2002-03</u>	<u>Percent Change **</u>
Operating Expenditures	\$ 99,874,268	114,154,304	114,267,403	0.1%
General Fund Administration Charges	5,367,954	5,571,270	6,403,310	14.9%
Capital Projects	43,394,811	21,273,000	20,995,741	(1.3%)
Debt Service	8,523,722	18,104,753	6,913,477	(61.8%)
Loan Repayments	1,918,000	1,918,000	2,082,098	8.6%
Transfers	16,320,981	15,685,390	14,527,022	(7.4%)
TOTAL	\$ 175,399,736	176,706,717	165,189,051	(6.5%)

** Percent Change From Prior Year Adopted to Current Year Adopted Budget.

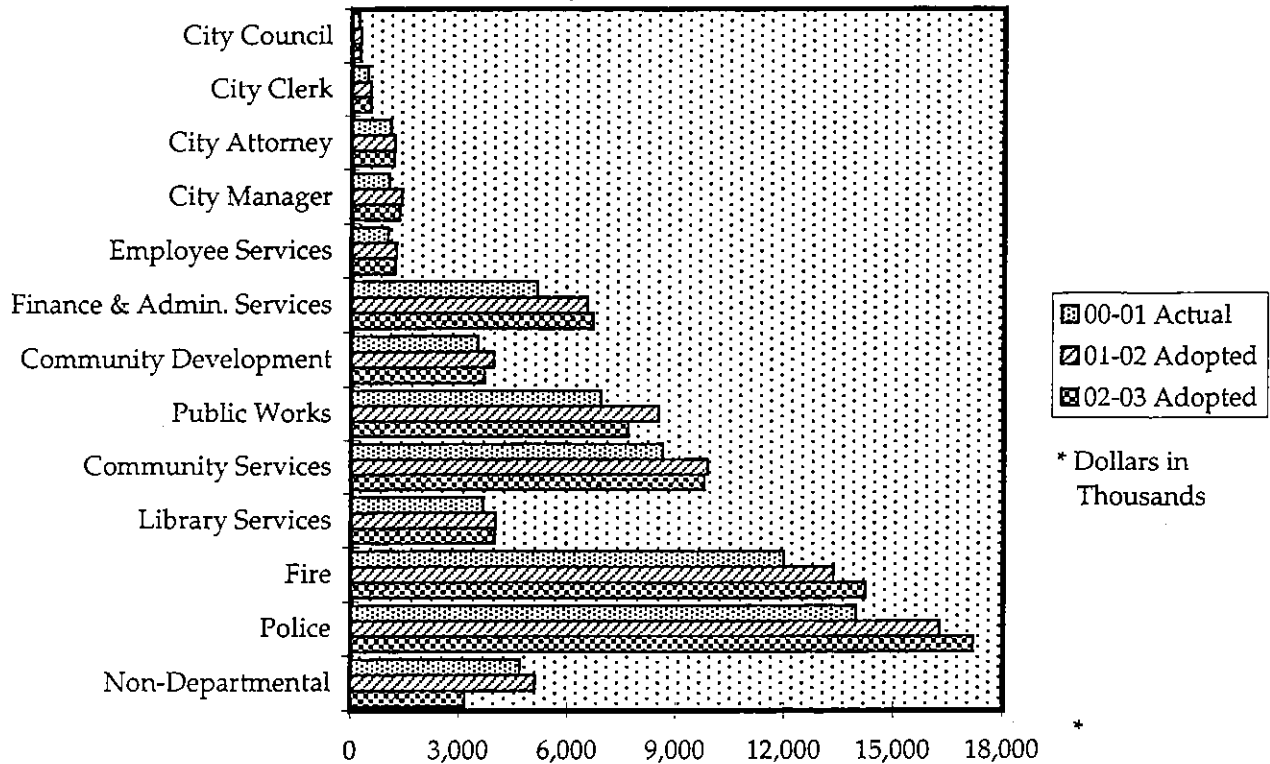
TOTAL OPERATING EXPENDITURES



<u>Department</u>	<u>Actual 2000-01</u>	<u>Adopted 2001-02</u>	<u>Adopted 2002-03</u>	<u>Percent Change **</u>
City Council	\$ 173,925	225,235	218,818	(2.8%)
City Clerk	417,432	496,297	543,915	9.6%
City Attorney	1,078,581	1,183,461	1,179,417	(0.3%)
City Manager	1,834,536	2,440,254	2,243,354	(8.1%)
Employee Services	996,936	1,244,266	1,228,554	(1.3%)
Finance and Admin Svcs	7,484,801	9,418,850	9,652,195	2.5%
Community Development	4,640,352	7,158,974	6,284,113	(12.2%)
Public Works	33,080,430	37,075,030	35,081,926	(5.4%)
Community Services	12,540,887	14,358,677	14,590,766	1.6%
Library Services	3,650,741	4,030,734	4,086,038	1.4%
Fire	12,954,178	14,457,126	15,638,931	8.2%
Police	14,292,889	16,548,216	17,645,604	6.6%
Non-Departmental Operating	6,728,580	5,517,184	5,873,772	6.5%
TOTAL	\$ 99,874,268	114,154,304	114,267,403	0.1%

** Percent Change From Prior Year Adopted to Current Year Adopted Budget.

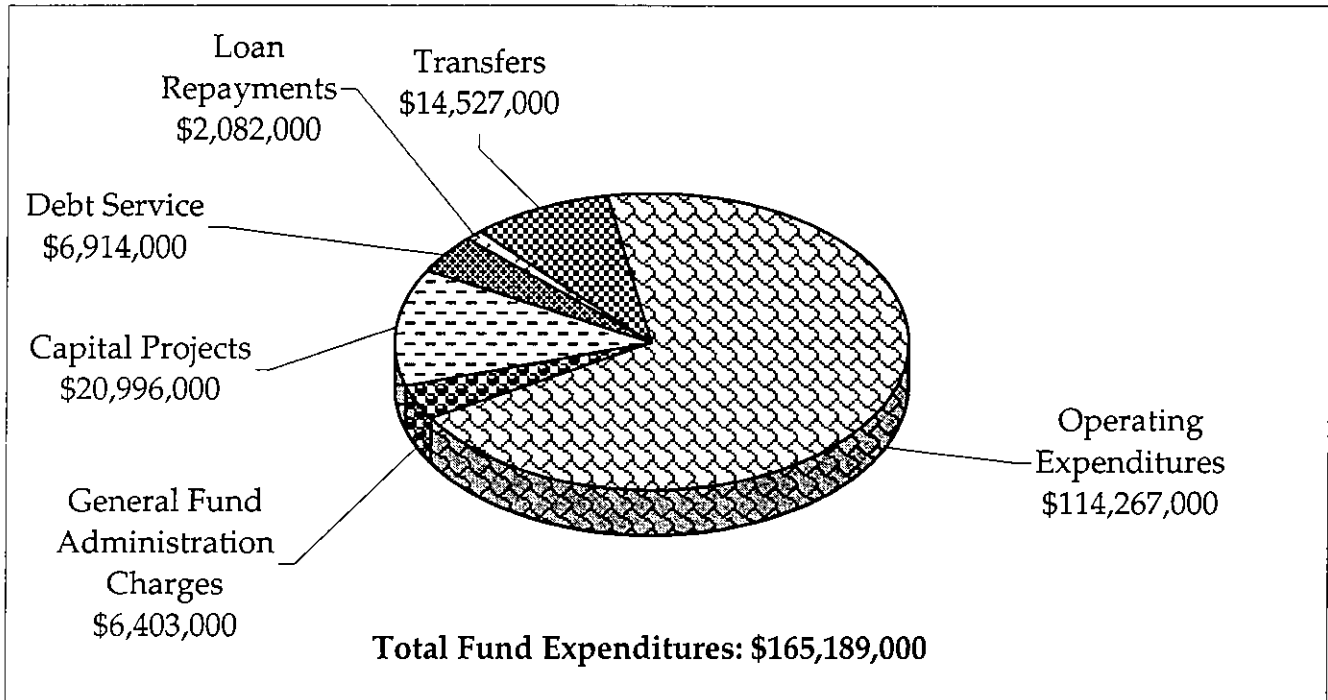
GENERAL OPERATING FUND EXPENDITURES



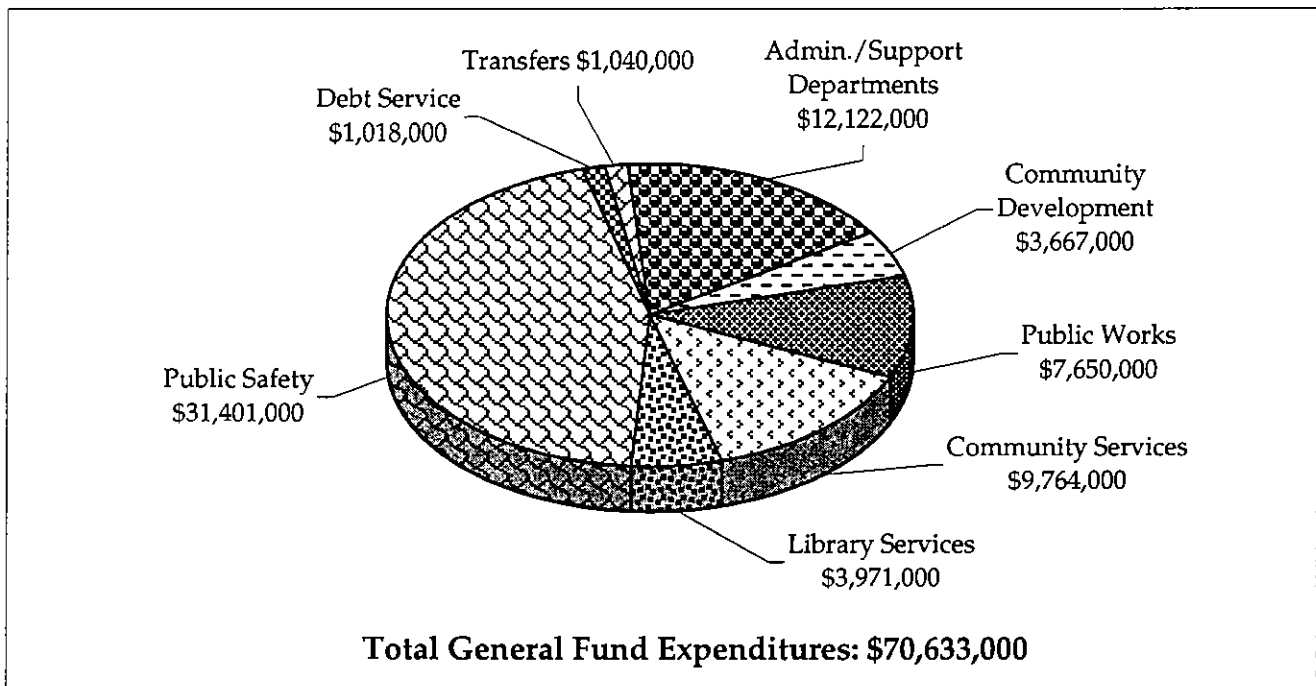
<u>Department</u>	<u>Actual 2000-01</u>	<u>Adopted 2001-02</u>	<u>Adopted 2002-03</u>	<u>Percent Change **</u>
City Council	\$ 173,925	225,235	203,618	(9.6%)
City Clerk	417,432	496,297	488,196	(1.6%)
City Attorney	1,076,936	1,173,461	1,169,417	(0.3%)
City Manager	1,027,018	1,382,417	1,311,324	(5.1%)
Employee Services	992,089	1,228,266	1,187,554	(3.3%)
Finance and Admin Svcs	5,122,111	6,501,201	6,673,663	2.7%
Community Development	3,474,661	3,926,336	3,667,327	(6.6%)
Public Works	6,897,372	8,487,441	7,649,945	(9.9%)
Community Services	8,608,592	9,853,891	9,763,977	(0.9%)
Library Services	3,650,741	3,977,093	3,971,038	(0.2%)
Fire	11,977,557	13,339,732	14,224,958	6.6%
Police	13,972,742	16,256,569	17,175,764	5.7%
Non-Departmental	4,666,252	5,086,175	3,146,433	(38.1%)
TOTAL	\$ 62,057,428	71,934,114	70,633,214	(1.8%)

** Percent Change From Prior Year Adopted to Current Year Adopted Budget.

TOTAL FUND EXPENDITURES FISCAL YEAR 2002-03



GENERAL OPERATING FUND EXPENDITURES FISCAL YEAR 2002-03



FULL-TIME AND PERMANENT PART-TIME POSITION ALLOCATION

	ADJUSTED <u>2000-01</u>	ADOPTED <u>2001-02</u>	ADOPTED <u>2002-03</u>	<u>CHANGE</u>
<u>GENERAL FUND</u>				
CITY COUNCIL	7.00	7.00	7.00	
CITY CLERK	5.00	5.50	5.50	
CITY ATTORNEY	9.00	9.00	9.00	
CITY MANAGER	8.10	9.60	8.60	-1.00 (a)
EMPLOYEE SERVICES	7.50	8.50	8.50	
FINANCE AND ADMIN SRVCS	39.00	40.00	39.00	-1.00 (b)
COMMUNITY DEVELOPMENT	26.50	27.50	27.50	
PUBLIC WORKS	57.68	58.68	57.18	-1.50 (c)
COMMUNITY SERVICES	80.25	81.25	80.15	-1.10 (d)
LIBRARY SERVICES	39.50	39.50	39.50	
FIRE	99.35	101.35	101.35	
POLICE	133.00	136.00	136.30	+0.30 (e)
	<u>511.88</u>	<u>523.88</u>	<u>519.58</u>	<u>-4.30</u>
<u>OTHER FUNDS</u>				
CITY MANAGER				
SHORELINE REGIONAL PARK COMMUNITY	0.40	0.40	0.40	
FINANCE AND ADMIN SRVCS				
WATER	1.00	1.00	1.00	
COMMUNITY DEVELOPMENT				
SHORELINE REGIONAL PARK COMMUNITY	1.25	1.25	1.25	
CDBG	1.70	1.70	1.70	
REVITALIZATION/PARKING	0.55	0.55	0.55	
PUBLIC WORKS				
SHORELINE REGIONAL PARK COMMUNITY	1.40	1.40	1.40	
WATER	39.39	38.39	37.99	-0.40 (f)
WASTEWATER	13.65	13.65	13.55	-0.10 (f)
SOLID WASTE MANAGEMENT	17.88	17.88	17.88	
EQUIPMENT MAINTENANCE	10.00	10.00	10.00	
COMMUNITY SERVICES				
SHORELINE PARK	7.00	7.25	8.35	+1.10 (d)
SHORELINE GOLF LINKS	24.25	24.25	24.25	
FIRE				
WASTEWATER	6.65	6.65	6.65	
POLICE				
SUPPLEMENTAL LAW ENFRCMNT SRVCS	2.00	2.00	1.70	-0.30 (e)
LOCAL LAW ENFRCMNT BLOCK GRANT	1.00	1.00	1.00	
	<u>128.12</u>	<u>127.37</u>	<u>127.67</u>	<u>0.30</u>
 TOTAL EMPLOYEES	 <u>640.00</u>	 <u>651.25</u>	 <u>647.25</u>	 <u>-4.00</u>
 CHANGE FROM PRIOR YEAR	 18.25	 11.25	 -4.00	

FULL-TIME AND PERMANENT PART-TIME POSITION ALLOCATION

(Continued)

Notes:

- a. Includes the elimination of the Community Relations Manager position.
- b. Includes the elimination of a Document Processing Technician position.
- c. Includes the elimination of a Streets Maintenance Worker position and elimination of the Limited Term Public Works Inspector position. Also reclassifies one Associate Engineer position (previously charged 40% to Water CIPs and 10% to Wastewater CIPs) to a Project Manager position 100% in the General Fund and 100% charged to CIPs.
- d. Includes the transfer of 10% of the Assistant Community Services Director position and one Parks Maintenance Worker III position to the Shoreline Regional Park Community Fund.
- e. Includes the transfer of .30 Police Officer position from the Supplemental Law Enforcement Services Fund.
- f. Includes the reclassification of one Associate Engineer position (previously charged 40% to Water CIPs and 10% to Wastewater CIPs) to a Project Manager position 100% in the General Fund and 100% charged to CIPs.

**FISCAL YEAR 2002-03
FUNDING OF NONPROFIT AGENCIES**

<u>AGENCY</u>	2001-02 <u>Adopted</u>	2002-03 <u>Requested</u>	2002-03 <u>Adopted</u>
Catholic Charities	\$ 9,640	9,930	9,640
Community School of Music & Arts			
Education Program	20,558	30,000	20,558
CSA - Senior Meals	30,660	31,580	30,660
May View Community Health Center	35,401	40,453	35,401
Mid Peninsula Citizens for Fair Housing	15,500	20,500	15,500
Mid Peninsula YWCA	6,000	8,500	6,000
Mountain View Pop Warner Football/Cheer Club	5,000	5,000	5,000
Outreach and Escort	15,836	15,836	15,836
Support Network for Battered Women	32,000	32,000	32,000
Veterans' Workshop, Inc.(one-time funding)	5,000 *1	0	0
Community Health Awareness Council	62,967	64,856	62,967
Project Sentinel	84,214	84,214	84,214
Joint Venture:Silicon Valley	15,000	15,000	15,000
KMVT	377,329	485,500	485,500 *2
Community School of Music & Arts			
Arts in Action	52,259	52,259	52,259
Music in Action	24,800	24,800	24,800
Youth Sports Fee Waiver	8,000	8,000	8,000
General Fund Total	\$ <u>800,164</u>	<u>928,428</u>	<u>903,335</u>

*1 Rebudget from Fiscal Year 1998-99.

*2 This represents 3 1/2% of the 5% estimated cable franchise revenues received by the City and interest earned on a Cable TV Capital Grant. Actual payment is dependent on actual cable franchise revenue received and actual interest earned.

**FISCAL YEAR 2002-03
FUNDING OF NONPROFIT AGENCIES**

(Continued)

<u>AGENCY</u>	<u>2001-02 Adopted</u>	<u>2002-03 Requested</u>	<u>2002-03 Adopted</u>
American Red Cross	\$ 6,000	6,000	4,000
Clara-Mateo Alliance Shelter			
Emergency shelter for homeless persons	2,005	5,000	2,005
Emergency shelter for families with children	5,000	5,000	5,000
Day center	0	5,000	0
CSA - Senior Services	34,650	34,690	34,690
CSA - Emergency Assistance	35,947	37,025	35,947
CSA - Alpha Omega Shelter	10,815	11,139	9,315
Emergency Housing Consortium	18,000	18,540	17,340
May View Community Health Center	4,495	9,547	5,000
Mid Peninsula Citizens for Fair Housing	8,500	13,500	5,000
Second Harvest Food Bank	6,764	6,764	5,764
Senior Adults Legal Assistance	6,900	6,900	6,000
Senior Day Health Program	5,150	5,305	5,000
Social Advocates for Youth	9,774	15,000	8,774
Community Technology Alliance	0	15,000	0
St. Vincent De Paul Society	0	6,000	0
Urban Ministry of Palo Alto (homeless drop-in)	0	10,000	0
CDBG Total	\$ <u>154,000</u>	<u>210,410</u>	<u>143,835</u>
	Maximum		Maximum

**FISCAL YEAR 2002-03
ADOPTED CAPITAL OUTLAY**

General Fund

City Manager's Office:	\$ <u>2,900</u>
Computer for Youth Resources Manager	2,900
Finance and Administrative Services Department:	<u>33,000</u>
Security System with Photo Badging	32,000
Folder/Sealer and Printer (10%)	1,000
Public Works Department:	<u>9,700</u>
Storage Cabinets	9,700
Community Services Department:	<u>42,500</u>
Performing Arts Center Second Stage Perimeter Curtain Track	20,000
Performing Arts Center Exterior Directional Signage (rebudget)	10,000
Rengstorff Pool Covers	6,500
Small Tractor (Hetch-Hetchy trail)	6,000
Library Department:	<u>11,000</u>
Lobby Improvements	6,000
Furniture and Shelving for Young Adults Area	5,000
Fire Department:	<u>182,500</u>
6 Twelve Lead Defibrillators	130,000
2 Disaster Supply Trailers	30,000
3 Public Access Defibrillators	11,000
Fitness Equipment Replacement	7,000
Roof Ventilation Prop	4,500
Police Department:	\$ <u>59,800</u>
Handgun Replacements	18,300
Auditorium Furniture (rebudget)	16,000
Property Room Workstations	15,000
Investigative Services Division (ISD) Clerical Furniture	10,500
General Fund Total	\$ <u>341,400</u>

FISCAL YEAR 2002-03
ADOPTED CAPITAL OUTLAY
(Continued)

Non General Fund

Finance and Administrative Services Department:

Water: \$ 9,000

Folder/Sealer and Printer (90%) 9,000

Community Development Department:

Revitalization: 30,000

Ride-on Sweeper for Downtown Area 30,000

Public Works Department:

Fleet: 12,600

Emissions Equipment/Diagnostic Tool Upgrade (rebudget) 12,600

Community Services Department:

Shoreline Golf Links Fund: 27,500

2 Ball Dispensing Machines 19,000

Service Lift (rebudget) 8,500

Total Other Funds 79,100

Total Capital Outlay \$ 420,500

**FISCAL YEAR 2002-03
ADOPTED EQUIPMENT REPLACEMENT**

COMPUTERS: \$ 636,850

134 Regular Computers	227,800
4 High Capacity Servers	60,000
all Upgrade Desktop Software	60,000
2 Library Self Check Machines	50,000
20 Regular Printers	48,000
3 Medium Capacity Servers	25,500
3 Utility Billing Printers	24,000
5 High Capacity Computers	20,000
2 Library Staff Workstations	20,000
7 Portable Computers	17,500
3 Laser Color Printers	16,500
1 Image CD-ROM Jukebox	13,500
3 Apple Computers	13,500
3 High Capacity Printers	12,000
2 Large Scanners	11,000
1 Utility Billing PC Controller	7,600
1 Overhead Display System	5,500
556 Virus Protection Software	4,450

COMPUTER AIDED DISPATCH: 246,300

1 VAX 3400 CPU	120,000
1 SNA Gateway	24,000
1 VAX 3100/85 CPU	20,000
3 Terminal Server (16 line)	12,900
4 400 mb Disk Drives	12,000
1 Line Printer	10,000
1 Uninterruptible Power Unit	10,000
2 1000 mb Disk Drives	8,000
2 Laser Printers	6,400
2 60" Power Cabinets	6,000
2 CAD Logging PCs	5,500
1 PC Console	4,500
1 DSSI Expansion Cabinet	3,500
1 Line Monitor (Compaq PC)	3,500

FISCAL YEAR 2002-03
ADOPTED EQUIPMENT REPLACEMENT
(Continued)

COMMUNICATIONS CENTER:	\$ <u>50,000</u>
5 Consoles	50,000
FIRE RADIO:	<u>22,000</u>
10 MTS-2000 Portable Radios	22,000
POLICE RADIOS:	<u>61,950</u>
59 HT-1000 Portable Radios	61,950
FLEET:	<u>796,000</u>
9 Electric Vehicles	180,000
4 Patrol Cars with Equipment	152,000
1.5 Heavy Truck	105,000
4 Vans	96,000
1 Large Mower	70,000
4 Mini Pick-up Trucks	64,000
2 Sedans/Wagons	34,000
1 ¾-Ton Cab, Chasis and Body	31,000
1 Scooter	26,000
1 Motorcycle	17,000
Miscellaneous Equipment	15,000
2 Mini Trailers	6,000
GOLF EQUIPMENT:	<u>358,500</u>
30 Powered Golf Carts	136,500
1 Grinder, Reel Sharpener	38,000
1 11' Rotary Rough Mower	36,000
1 Spray Rig Utility Vehicle	33,000
1 Triples Greens Mower	25,000
1 Triplex Tee Mower	22,000
1 Trim Mower	22,000
1 Fairway Slicer	14,000
1 3" Trencher with Wire Pull	9,000
1 Sand Raking Machine	8,000
1 Ball Picking Unit	8,000
1 Light Duty Utility Vehicle	7,000
TOTAL EQUIPMENT REPLACEMENT	<u>\$2,171,600</u>

**FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS**

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
<u>2002/2003 AMENDED PROJECTS</u>			
AD 93-24	Parking Structure No. 2 and Lot Improvements, Assessment District Return project balance to funding source to make it available for new projects.	Parking District	\$ (546)
97-45	Miramonte Reservoir Design Increase design budget for EIR and related revised design considerations.	Water	450
95-50	Downtown Façade Improvement Program Replace CIP Reserve funding with Downtown Revitalization Authority funding.	CIP Reserve Revitalization	(48) 48
97-34	97-98 Information Services Computer Project Refund remaining Project funding related to a new financial system that has been completed.	CIP Reserve Water Wastewater Solid Waste Shoreline Community	(82) (12) (9) (8) (32)
99-30	98-99 Information Services Computer Project Refund remaining Project funding related to the CAD/MDC and Police Mug Shot Systems that have been completed.	CIP Reserve Water Wastewater Shoreline Community	(126) (26) (26) (12)
<u>2002/2003 ANNUAL PROJECTS</u>			
03-01	02-03 Street Resurfacing Program Install asphalt concrete and fog seal overlays, raise utilities and monuments. Also includes City facility parking lot resurfacing.	CIP Reserve Gas Tax Gas Tax (AB 2928)	348 137 200

FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS
(Continued)

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
03-02	02-03 Traffic Signal Replacements/Modifications Replace traffic signal controllers, related equipment and traffic detector loops. Includes minor modifications to existing traffic signals to improve traffic safety.	C/C Tax Gas Tax	\$ 6 63
03-03	02-03 Slurry Seal Program Apply slurry seal to selected street surfaces and City facility parking lots as required.	CIP Reserve Gas Tax	3 99
03-04	02-03 Water System Improvements Scheduled replacement of smaller water system components and minor unscheduled improvements to the City's water system.	Water	284
03-05	02-03 Wastewater System Improvements Unscheduled minor improvements/repairs to the City's wastewater collection and pumping system.	Wastewater	131
03-06	02-03 Concrete Sidewalk/Curb Repairs Replace sidewalks that are past their useful lives and repair concrete curbs, gutters, and sidewalks displaced by street tree growth, and/or failure of City-owned utilities.	C/C Tax	425
03-07	02-03 Parks Pathway Resurfacing Renovate various park pathways within City parks.	C/C Tax	65
03-08	02-03 Shoreline Pathway, Roadway, Parking Improvements Correct drainage problems and damage due to differential settlement.	Shoreline Community	158

FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS
(Continued)

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
03-09	02-03 Forestry Maintenance Program and Street Tree Replanting Contract for pruning, removing, stumping, purchasing, and replanting approximately 800 to 1,000 medium to large trees within the City. Maintain trees damaged by freezing, disease drought and other natural causes.	CIP Reserve C/C Tax	\$ 30 136
03-10	02-03 Shoreline Landfill Cap Maintenance and Repairs Regulatory mandates require the City to protect the integrity of the landfill cap and prevent surface emissions by regrading, filling, recompacting, and making other improvements.	Shoreline Community	105
03-11	02-03 Developer Reimbursements Construction of street and utility improvements concurrent with private development. Adjacent properties benefiting from street and utility improvements will be required to reimburse the City for the improvements.	CIP Reserve Water Wastewater Storm Construct.	26 26 26 26
03-12	02-03 Street Lane Line and Legend Repainting Annual repainting City street lane lines and legends.	C/C Tax Gas Tax	17 204
03-13	02-03 Landfill Gas/Leachate System Repairs and Improvements Annual repairs and improvements to large components of the landfill gas and leachate system.	Shoreline Community	105
03-14	02-03 Facilities Maintenance Plan Repair, replace, or maintain City facilities (HVAC, roofs, carpets, plumbing, etc.)	C/C Tax	450

FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS
(Continued)

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
03-15	02-03 Annual Traffic Studies/NTMP Improvements This project funds traffic control devices on neighborhood, local, and residential streets in conformance with the Neighborhood Traffic Management Program, and annual contracts with traffic consultants to assist Traffic Section with neighborhood traffic issues.	CIP Reserve Gas Tax	\$ 6 99
03-16	02-03 Maintenance Agreement for JPB/VTa Transit Center Reimbursement of City expenses by JPB/VTa.	Other (Reimbursed)	100
<u>2002/03 OTHER PROJECTS</u>			
03-17	Information Services Computer Projects Replacements including: current Police/Fire dispatch system, recreation scheduling system, and golf course scheduling system.	CIP Reserve C/C Tax Shoreline Community Golf Links	52 650 350 40
03-18	Miscellaneous Storm/Sanitary Sewer Main Replacement Repair and replace storm and sanitary sewer pipes, manholes and systems identified by the City's annual line televising program.	Wastewater	1,103
03-19	Miscellaneous Water Main/Service Line Replacement Replace corroded and/or undersized cast iron pipe water mains on various streets. The replacements include water services and fire hydrants. Fifty saddle replacements with funding of \$250,000 are included.	Water	1,913
03-20	Water System Master Plan Update the Water System Study completed in May 1992.	Water	221

FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS
(Continued)

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
03-21	02-03 Install 2-Way Sewer Lateral Cleanouts Fourth year of 10-year program to install 100-150 2-way sewer cleanouts to reduce City maintenance expense.	Wastewater	\$ 105
03-22	Resurfacing of Cuesta Park Tennis Courts Resurface tennis courts based on periodic maintenance schedule.	C/C Tax	137
03-23	Fire Station No. 5, Design Design permanent Fire Station No. 5 located in the Shoreline Regional Park Community.	Shoreline Community	500
03-24	Construction of Chloramine Conversion Improvements Install improvements to water system for conversion to chloramine disinfection as required by San Francisco Public Utilities Commission.	Water	568
03-25	Shoreline Maintenance Facility, Design Design a permanent facility for City employees stationed at Shoreline Regional Park.	Shoreline Community	500
03-26	Street Tree Reinventory Update inventory that was last conducted in 1993 to provide current information on tree locations, size and condition.	CIP Reserve C/C Tax	35 20
03-27	Renovate Greenside Bunkers at Shoreline Golf Links Corrects drainage problems for 30 greenside bunkers and adds new bunkers on holes 2, 10, 12, and 17 correcting fairway separation and pace of play problems.	Shoreline Golf Links	280
03-28	Crittenden Athletic Field Renovation Renovation correcting severe drainage and overuse problems.	CIP Reserve C/C Tax	58 162

FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS
(Continued)

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
03-29	Stevens Creek Trail Pedestrian Overcrossing Moffett Blvd. @ Highway 85, Design Design replacement of at-grade pedestrian crossing of Moffett Boulevard at Highway 85.	Shoreline Community	\$ 300
03-30	Golf Car Facility, Design and Construction Design and construct a facility at Shoreline Golf Links to house 75 electric golf cars and electrical recharging equipment.	Shoreline Community	2,400
03-31	Downtown Parking Structure No. 2, Construction Construct a three story, four level above-ground parking structure on Parking Lot 3 at California and Bryant, with provision to convert the ground level to retail use in the future.	Parking Dist. Revitalization Other (Bonds)	2,366 3,000 7,500
03-32	Grant Road Traffic Signal Interconnect Upgrade Upgrade signal interconnect between Bentley Square and Bryant.	CIP Reserve Gas Tax Other (TFCA Grant)	100 70 250
03-33	Mercy Street Trail Access Relocation Relocate Stevens Creek Trail neighborhood access at easterly end of Mercy Street to Franklin Way at Landels School.	C/C Tax Park Land Fund	16 104
00-16	Community Center Construction Funding Combines all funds formerly set aside in outer years for construction scheduled for fiscal 2002/03.	CIP Reserve	1,100

FISCAL YEAR 2002-03
ADOPTED CAPITAL IMPROVEMENT PROJECTS
(Continued)

<u>Project</u>	<u>Project Description</u>	<u>Funding Source</u>	<u>2002/2003</u>
01-48	Evelyn Avenue Construction, Pioneer to Bernardo		
	Reconstruct Evelyn Avenue between Pioneer Way and Bernardo Avenue.	CIP Reserve	\$ 992
		C/C Tax	700
		Wastewater	200
		Gas Tax	200
		Other (Meas. A/B, TEA, Grants, Developer Reimb.)	<u>2,300</u>
		Total	<u>\$31,138</u>
 FY 2002/2003 PROJECTS FUNDING SUMMARY			
	CIP Reserve Fund		\$ 2,494
	Construction/Conveyance Tax Fund		2,784
	Water Fund		3,424
	Wastewater Fund		1,530
	Storm Drain Fund		26
	Solid Waste Management Fund		(8)
	Gas Tax Fund		1,072
	Shoreline Community Fund		4,374
	Shoreline Golf Links Fund		320
	Parking District Fund		1,820
	Transit Zone Funding		0
	Park Land Fund		104
	Revitalization		3,048
	Other Funding		<u>10,150</u>
		Total	<u>\$31,138</u>

TOP TEN PROPERTY OWNERS

Fiscal Year 2001-02
(Dollars in Thousands)

<u>OWNER</u>	<u>PRIMARY USE</u>	<u>ASSESSED VALUATION</u>	<u>PERCENTAGE OF TOTAL ASSESSED VALUATION</u>
Silicon Graphics Inc.	Unsecured	\$ 453,769	4.17%
Alza Corporation	Industrial	175,499	1.61%
BP Shoreline Technology Park	Industrial	174,659	1.60%
Sun Microsystems Inc.	Unsecured	128,758	1.18%
Board of Trustees Leland Stanford University	Industrial	120,000	1.10%
Mission West Shoreline LLC	Industrial	112,579	1.03%
Sobrato Interests III	Residential	105,259	0.97%
Richard Peery Trustee	Industrial	102,677	0.94%
Netscape Communications Corp.	Unsecured	92,483	0.85%
First Security Bank Trustee	Industrial	88,252	0.81%
Subtotal		<u>\$ 1,553,935</u>	<u>14.26%</u>

Fiscal Year 2001-2002 Total Net Assessed Valuation \$ 10,899,894,606.

Source: Santa Clara County Assessor Fiscal Year 2001-02 Combined Tax Rolls (as of September 2001)

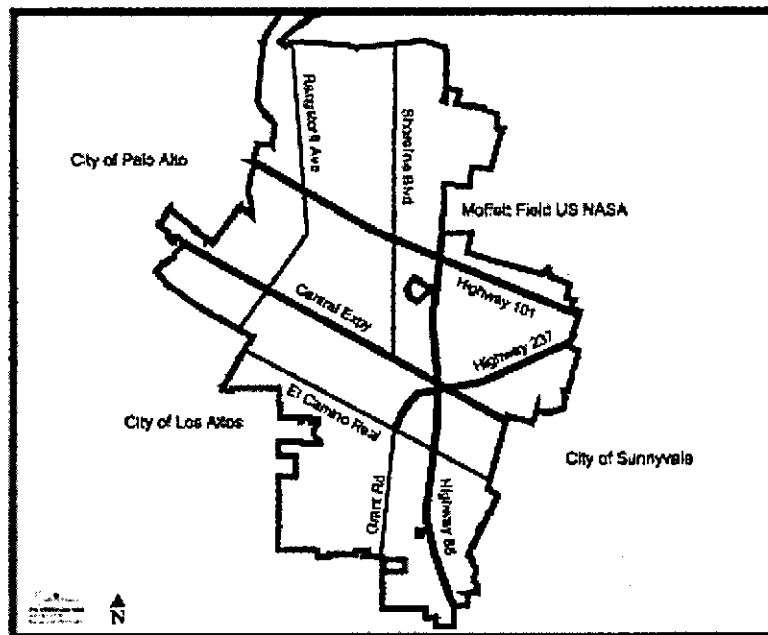
CITY OF MOUNTAIN VIEW, CALIFORNIA COMMUNITY PROFILE

History

The City of Mountain View is a charter city incorporated on November 7, 1902 and is celebrating its centennial birthday this year. The City operates under a council-manager form of government. The seven council members are elected at large for four-year terms that are staggered so three or four seats are filled at the general municipal election in November of every even-numbered year. Service on the Council is limited to two consecutive terms. Each year in January, the Council elects one of its members as Mayor and another as Vice-Mayor.

Location

Located in the heart of Silicon Valley, the City occupies approximately 12 square miles and is approximately 36 miles southeast of the City of San Francisco and 15 miles northwest of the City of San Jose (the County seat).



Climate

The climate is mild. The average temperatures during the summer months are in the mid-70's while during the winter they are in the high 50's. Rand McNally ranks Mountain View's climate the eighth most desirable of 329 metropolitan areas.

**CITY OF MOUNTAIN VIEW, CALIFORNIA
COMMUNITY PROFILE
(Continued)**

Transportation

Several major freeways and roads run through the City; U.S. Highway 101, California State Highway 85, Route 237, California State Highway 82 (known as El Camino Real) and Central Expressway. The City is also conveniently located near Interstate Highway 280. The City is bisected by CalTrains and is the northwest terminus of the County's Light Rail System. San Francisco International Airport is located 25 miles north of the City and San Jose International Airport is located 15 miles to the south.

Land Use Distribution

	<u>Total Acres</u>	<u>Percent of Total</u>
Residential	2,848	46%
Commercial	720	12%
Industrial	1,262	21%
Other	1,214	20%
Vacant	94	1%

Housing

There are a total of 32,780 housing units in the City of Mountain View. The median housing value for a single family home is \$650,000; for a condo/townhouse is \$375,000. Housing units - owner occupied: 13,604 (41.5%); renter occupied: 19,176 (58.5%). Vacancy rate: 3.67%.

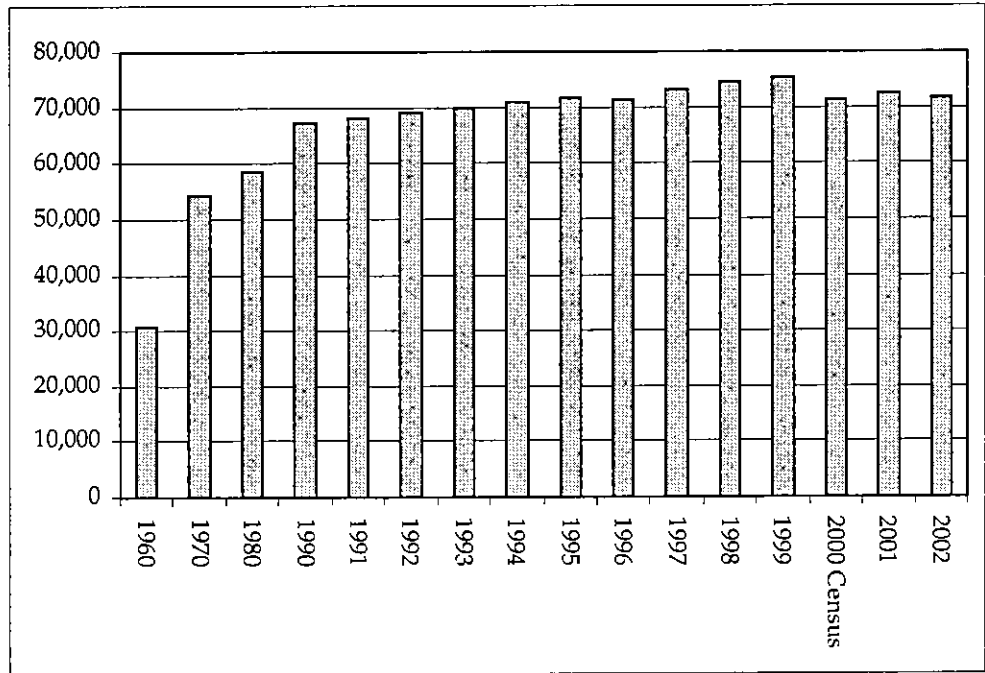
Recreation

The City enjoys many recreational facilities including operation of an eighteen hole golf course, a 644 acre regional park with a boat house and a sailing lake, and an outdoor amphitheater which seats 25,000.

**CITY OF MOUNTAIN VIEW, CALIFORNIA
COMMUNITY PROFILE
(Continued)**

Population

1960.....	30,889
1970.....	54,132
1980.....	58,722
1990.....	67,460
1991.....	68,071
1992.....	69,070
1993.....	69,875
1994.....	70,835
1995.....	71,496
1996.....	71,300
1997.....	73,100
1998.....	74,700
1999....	75,200
2000....	71,369
2001....	72,242
2002....	71,610



Sources: California State Department of Finance

Largest Employers

<u>Employer</u>	<u>Type of Business</u>	<u># of Employees</u>
Synopsis, Inc.	Chip Development Software & Services	1,626
Veritas Software Global Corporation	Software	1053
Acuson Corporation	Diagnostic Imaging Systems	960
WebTV Networks, Inc.	Computer Software & Hardware	944
Intuit Corporation	Financial Software	909
KPMG	Consulting & Tax Services	900
Silicon Graphics, Inc.	Graphic Workstations	636
Microsoft Corporation	Software	588
General Dynamics Electronic Systems	Electronics	550
Sun Microsystems, Inc.	Software	466

**CITY OF MOUNTAIN VIEW, CALIFORNIA
COMMUNITY PROFILE
(Continued)**

Financial Status

City	Population *	Adopted General Fund Revenues	Adopted General Fund Appropriations	Adopted Total Budget**
Mountain View	71,610	\$ 72,739,000	\$ 70,633,000	\$ 148,569,000
Los Altos	27,900	20,000,000	18,291,000	26,446,000
Cupertino	52,200	47,997,000	52,792,000	66,691,000
Palo Alto	60,500	126,167,000	125,908,000	339,346,000
Milpitas	63,800	61,802,000	61,802,000	105,496,000
Santa Clara	104,300	116,003,000	115,587,000	463,265,000
Sunnyvale	132,800	96,575,000	107,125,000	217,285,000
San Jose	918,000	833,523,000	833,523,000	3,034,000,000

Source: Revenues, Appropriations and Budget obtained from respective cities

* Estimates as of 1/1/02, obtained from the California State Department of Finance.

** Amounts exclude transfers

COMPUTATION OF LEGAL DEBT MARGIN

June 30, 2002
(Dollars in Thousands)

Assessed value (net) - June 30, 2002 (1)	\$ <u>8,525,437</u>
Debt limit: 15% of assessed value	1,278,815
Less total bonded debt, general obligation	<u>0</u>
Legal debt margin (2)	\$ <u>1,278,815</u>

(1) Source: Cal Muni. Does not include tax increment districts.

(2) The legal debt margin for the City of Mountain View, California, is calculated using a debt limit of 15 percent of the assessed value of property within the City limits.

DEBT SERVICE REQUIREMENTS
AS OF JUNE 30, 2002
(Dollars in Thousands)

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2002</u>
<u>Revenue and Tax Allocation Bonds(a)</u>				
Shoreline Regional Park Community:				
1993 Tax Allocation Bonds	2018	3.1 - 5.75%	25,465	20,415
1996 Tax Allocation Bonds	2021	4.0 - 5.6%	21,750	19,285
2001 TA Refunding Bonds	2016	3.5 - 5.25%	17,520	<u>17,520</u>
Total revenue and tax allocation bonds				<u>57,220</u>
<u>Special Assessment Debt with Governmental Commitment(b)</u>				
	Up to 2020	4.1 - 8.2%	6,016	<u>2,713</u>
<u>Certificates of Participation</u>				
City of Mountain View:				
2001 Refunding (a)	2015	3.5 - 4.75%	10,720	10,720
Revitalization Authority:				
1995 Refunding (a)	2016	4.0 - 6.0%	9,175	<u>7,485</u>
Total certificates of participation				<u>18,205</u>
Total long-term debt				<u>\$78,138</u>

Debt service payments are generally made from the following sources:

- (a) Transfers from the General Fund and property taxes transferred from the Special Revenue Funds to the Debt Service Funds.
- (b) Special assessment revenues recorded in the Special Assessment Debt Service Fund.

ANNUAL DEBT SERVICE PAYMENTS BY ENTITY

	<u>2000-01</u> <u>AUDITED</u>	<u>2001-02</u> <u>ADOPTED</u>	<u>2002-03</u> <u>ADOPTED</u>
City of Mountain View			
2001 Refunding Certificates of Participation (COPs)			
Principal	0	0	590,000
Interest	0	0	428,419
TOTAL City of Mountain View Refunding COPs 2001	<u>0</u>	<u>0</u>	<u>1,018,419</u>
Mountain View Capital Improvements Financing Authority (MVCIFA)			
1992 Revenue Bonds*			
Principal	\$ 2,055,000	2,175,000	0
Interest	2,274,483	2,158,745	0
TOTAL MVCIFA 1992 Revenue Bonds*	<u>4,329,483</u>	<u>4,333,745</u>	<u>0</u>
SHORELINE REGIONAL PARK COMMUNITY			
1992 Tax Allocation (TA) Refunding Bonds			
Principal	1,005,000	1,060,000	0
Interest	1,176,762	1,122,815	0
Total 1992 TA Refunding Bonds	<u>2,181,762</u>	<u>2,182,815</u>	<u>0</u>
1993 Series A Tax Allocation Bonds			
Principal	690,000	725,000	760,000
Interest	1,202,165	1,178,266	1,141,504
Total 1993 Series A TA Bonds	<u>1,892,165</u>	<u>1,903,266</u>	<u>1,901,504</u>
1996 Series A Tax Allocation Bonds			
Principal	515,000	540,000	565,000
Interest	1,086,320	1,068,688	1,042,849
Total 1996 Series A TA Bonds	<u>1,601,320</u>	<u>1,608,688</u>	<u>1,607,849</u>
2001 Tax Allocation Refunding Bonds			
Principal	0	0	870,000
Interest	0	0	757,115
Total 2001 TA Refunding Bonds	<u>0</u>	<u>0</u>	<u>1,627,115</u>
TOTAL Shoreline Regional Park Community	<u>5,675,247</u>	<u>5,694,769</u>	<u>5,136,468</u>

ANNUAL DEBT SERVICE PAYMENTS BY ENTITY
(continued)

REVITALIZATION AUTHORITY

1995 Refunding Certificates of Participation			
Principal	310,000	325,000	340,000
Interest	<u>447,183</u>	<u>434,055</u>	<u>418,590</u>
TOTAL Revitalization Authority	<u>757,183</u>	<u>759,055</u>	<u>758,590</u>
TOTAL DEBT SERVICE REQUIREMENTS	\$ <u>10,761,913</u>	<u>10,787,569</u>	<u>6,913,477</u>

* The 1992 Revenue Bonds are funded by the General Fund and the Shoreline Regional Park Community Fund. These bonds were refinanced and separated during Fiscal Year 2001-02 resulting in the City of Mountain View 2001 Refunding COPs and the Shoreline Regional Park Community 2001 Tax Allocation Refunding Bonds.

Note: Interest payment includes Trustee fees.

FINANCIAL AND BUDGETARY POLICY

Budget Policies:

- The adopted budget shall serve as the annual financial plan for the City. This financial plan shall include the goals and objectives set by the City Council and the level of services determined by the City Council.
- A balanced budget will be adopted annually, whereby operating expenditures shall not exceed operating revenues.
- Performance and workload measures, which reflect the effectiveness, efficiency or workload of departmental operations, will be included in the annual budget.

Revenue & Expenditure Policies:

- The development and maintenance of diversified and reliable revenue streams will be the primary revenue policy of the City. The City will focus its efforts to optimize existing revenue sources while periodically reviewing potential new revenue sources.
- Revenues and expenditures will be forecast for the upcoming budget year and the four subsequent years.
- Revenues and expenditures will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information and other relevant information.
- Fees and charges for services will be evaluated and, if necessary, adjusted annually. The City's objective in setting fees and charges for services is to achieve a reasonable level of cost recovery for services that are not provided to, or do not benefit the community as a whole.
- A good internal control structure assuring that only properly authorized expenditures are made will be maintained.
- Expenditures will be controlled at the fund and department level and will not exceed appropriations without City Council authorization. Appropriations lapse at the end of the fiscal year to the extent that they have not been expended or encumbered.
- Obligations of the City will be recognized when incurred. Encumbrances will be used for outstanding commitments. Encumbrances outstanding at year-end will be carried over to the next fiscal year and are automatically reappropriated for inclusion in the next fiscal year's budget.

Reserve Policies:

- The General Fund Contingency Reserve, with a policy level to be equal to approximately 5 percent of the general operating budget, will be used for City Council approved expenditures not appropriated during the annual budget process and/or to cover unanticipated revenue shortfalls.

FINANCIAL AND BUDGETARY POLICY

(Continued)

- The General Fund Emergency Reserve, with a policy level to be equal to approximately 10 percent of the general fund operating budget, will be used only in situations of extreme physical or financial emergency and with the approval of the City Council.
- The Revenue Stabilization Reserve shall be established to generate revenue from investment earnings and provide funds for inter-fund loans and advances.
- The Budget Transition Reserve shall be established to strategically position the City to adjust to lower revenues during economically challenging times.
- The Property Management Reserve shall be established to provide a source of funds for obligations which could arise from the City's leasing of property in the North Bayshore Area, including legal, environmental testing or other costs normally incurred by a lessor.
- The Capital Improvement Projects Reserve, with a policy level of a minimum of \$5 million, will be used for the funding of capital improvement projects authorized by the City Council. To the extent possible, General Operating Fund carryovers remaining from the end of the fiscal year, not designated for other reserve purposes, may be applied to this Reserve.
- The Strategic Property Acquisition Reserve shall be established for the purpose of setting aside specific funds to be used for the acquisition of strategic property(ies).
- The Compensated Absences Reserve shall fund the City's obligation for employees' accrued vacation and sick leave.
- The Equipment Replacement Reserve shall be maintained for the replacement of capital equipment.
- The Workers' Compensation Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial evaluation to be conducted at least once every three years.
- The Liability Self-Insurance Reserve shall be maintained at a minimum level of \$2 million plus an amount to fund incurred claims.
- The Unemployment Self-Insurance Reserve and the Employee Benefits Plan Reserve will be reviewed annually and maintained at a level adequate to meet estimated unemployment and employee benefit liabilities, respectively.
- The Employee Benefits Plan Reserve will be reviewed annually and maintained at a level adequate to meet estimated benefit liabilities.

FINANCIAL AND BUDGETARY POLICY

(Continued)

- The Retirees' Health Plan Reserve will be reviewed annually with a funding goal adequate to meet projected liabilities as determined by an actuarial evaluation to be conducted periodically.
- The Water Fund Reserve shall be maintained at a minimum of the following:
 - 1) 10 percent of operating budget for emergency
 - 2) 15 percent of operating budget for contingency and rate stabilization
 - 3) \$2 million for capital improvements
- The Wastewater Fund Reserve shall be maintained at a minimum of the following:
 - 1) 10 percent of operating budget for emergency
 - 2) 15 percent of operating budget for contingency and rate stabilization
 - 3) \$1 million for capital improvements
- The Solid Waste Fund Reserve shall be maintained at a minimum of the following:
 - 1) 10 percent of operating budget for emergency
 - 2) 15 percent of operating budget for contingency and rate stabilization

Capital Improvement Policies:

- A five-year comprehensive Capital Improvement Plan (CIP), identifying proposed major construction projects, capital equipment outlays, land acquisition and other capital improvement expenditures, and providing an analysis of the estimated funding available and necessary to fund these projects, shall be prepared each year and presented to the City Council for approval.
- The plan shall identify all proposed projects to be initiated during the five-year period.
- The first year of the five-year plan shall be appropriated annually. The appropriations for each project are ongoing until project completion, project cancellation or amendment.
- The adopted capital improvement budget shall only include those projects which can reasonably be accomplished or substantially started within the fiscal year.
- Recurring annual projects shall be closed out at the end of the fiscal year or as soon as all related expenditures have been paid.
- Capital projects will be reviewed on an annual basis for amendments or potential closure/cancellation.
- A list of unscheduled projects (projects not included in the five-year period) will be identified in the five-year plan as an indication of potential future projects.
- Future potential ongoing operating costs associated with a project will be identified with the project in the five-year plan.

FINANCIAL AND BUDGETARY POLICY

(Continued)

Cash Management and Investment Policies:

- The City will follow modern cash management practices that require active revenue oversight, prompt collection, deposit and investment of all funds and cash flow management which maximizes the amount of invested cash balanced with the timely payment of obligations.
- The City will invest all funds in accordance with the Investment policy based on the following criteria:
 - 1) Safety of investment
 - 2) Maintenance of sufficient liquidity to meet cash flow needs
 - 3) Attainment of a total rate of return consistent with the requirements of the City's Investment Policy
- The City shall conduct all of its investment activities in accordance with the California Government Code Section 53600 and the City's investment policy.
- The City's investment policy shall be updated as necessary and approved by the City Council on an annual basis. A complete report on the City's investment portfolio shall be presented to the City Council on a regular basis.
- A cash flow analysis shall be prepared on a monthly basis in order to estimate the amount of funds available for investment.

Accounting Policies:

- A financial accounting system adequate to provide management information and meet reporting requirements shall be maintained.
- A system of effective internal controls will be maintained that assures only properly authorized expenditures, recordings of financial transactions and accounting entries are executed.
- The City's financial records will be audited annually by an independent accounting firm as required by the City Charter.
- A Comprehensive Annual Financial Report (CAFR) shall be prepared each year within six months of the close of the previous fiscal year.
- The CAFR shall be prepared in accordance with generally accepted accounting principles applicable to local governments.

FINANCIAL AND BUDGETARY POLICY

(Continued)

Debt Management Policies:

- Long-term borrowing will be restricted to the funding of capital improvement projects and equipment. The use of long-term borrowing for ongoing operations shall be avoided.
- Debt obligations will be met in a timely and efficient manner.
- The term of the debt shall not exceed the expected useful life of the capital improvement project or equipment.
- The City will comply with all debt covenants.
- The City will not exceed its legal debt margin limit of 15 percent of assessed value of property within the City limits.
- Refunding techniques will be used where appropriate to allow for the restructuring of its current outstanding debt to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of the refunding/reissuance.

Risk Management Policies:

- The City will maintain an appropriate level of funding or insurance coverage for exposure to risks of financial loss through self-insurance, partial self-insurance, commercial insurance, or pooled insurance, whichever form is the most cost effective in the long term.
- City property shall be appropriately insured or self-insured to cover the City's losses through theft, destruction, fire and other insurable perils.
- All liability-type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level. The City shall be insured or self-insured for unemployment insurance and workers' compensation insurance.
- An annual survey shall be made of all insurance and self-insurance to monitor and compare costs.

GLOSSARY

Accounting System - The total structure of records and procedures which identify, record, classify, summarize, and report information on the financial position and results of operations of a government.

Adjusted Budget - The Adopted Budget plus/minus any mid-year Council action.

Adopted Budget - The final budget document in which formal action is taken by the City Council to set the spending plan for the fiscal year.

Adoption - Formal action by the City Council to accept a document.

Annual Budget - The total budget for a given fiscal year as approved by City Council.

Appropriation - A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

Assessed Valuation - A value established by the County Assessor which approximates fair market value of real or personal property. By state law, one hundred percent of the property value is used for determining the basis for levying property taxes.

Bonds - A written promise to pay a sum of money on a specific date at a specified interest rate.

Budget - A financial plan identifying estimated revenues, planned expenditures and levels of service.

Budget Adjustment - Any change approved by council after the formal adoption of the budget.

Capital Improvement Program (CIP) - Annual appropriations for capital projects such as City buildings, general plan update, park renovations, etc. These projects are usually multi-year, and thus extend beyond the annual budget. The CIPs are supported by a five-year expenditure plan detailing funding sources and expenditure amounts.

Capital Outlay - Expenditures that result in the acquisition of assets with an estimated useful life of more than two years and a unit cost of \$3,000 or more (account classification 56100's).

COLA - Cost of living adjustment.

Contingency - A budgeted reserve set aside for emergency or unanticipated expenditures and revenue shortfalls.

Consumer Price Index (CPI) - A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost of living and economic inflation.

Certificates of Participation (C.O.P.)- Provides long term financing through a lease, installment of sale agreement or loan agreement.

Debt Retirement Costs - Costs associated with the retirement of debt.

Debt Service - The payment of principal and interest on borrowed funds such as bonds.

Debt Service Fund - An account used to track the monies set aside for debt service.

Department - The highest organizational unit which is responsible for managing divisions within a functional area.

Division - An organizational unit that provides a specific service within a department.

Ending Balance - The excess of a fund's accumulation of revenues over its expenditures.

Estimated Revenue - The amount of revenue expected in some period.

Expenditure - The use of financial resources typically spent for goods or services.

Fiscal Year - A 12-month period specified for recording financial transactions. The City of Mountain View's fiscal year starts on July 1 and ends on the following June 30.

Full-Time Equivalent (FTE) - Part-Time and Hourly positions expressed as a fraction of Full-Time Positions (2080 hours per year). Example: 3 positions working 1/2 time equal 1 1/2 FTEs.

Fund - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

General Fund - Accounts for the operations of the City which are not recorded in other funds.

General Government - A grouping of departments that support those which give direct service to the public.

Goals - A set of criteria to be achieved within a certain time period.

Grant Funds - Monies received from another government such as the State or Federal Government, usually restricted to a specific purpose.

Gross - Amount prior to any deductions.

IFAS - The accounting and budgetary system used by the City of Mountain View.

Infrastructure - A substructure or underlying foundation on which the continuance or growth of a community depends: roads, schools, transportation systems, etc.

Interdepartmental Charges - Charges from one department or fund to another department or fund within the City of Mountain View.

Interfund Expenditure - An expenditure reported in one department or fund that is generated by another department or fund within the governmental entity.

Interfund Transfers - Movement of money from one fund to another within the City of Mountain View.

Intergovernmental Revenue - Grants, entitlements and cost reimbursements from another federal, state or local governmental unit.

Labor Chargeback- An account used to credit salaries and benefits when time is charged to a capital improvement project or another fund or department for services provided.

Maintenance and Operations - Cost of upkeep and running of property or equipment (account classification 55200's).

Materials and Supplies - Expenditures for goods used to support operations (account classification 55100's).

Mission Statement - A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

Net - Amount after consideration of any adjustments.

Objective - Something aimed at or strived for.

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

Other Expenses - All expenditures not recorded in other major account classifications (account classification 55500's).

Other Fund - A fund which accounts for resources that are legally restricted to expenditures for specific operational purposes.

Overhire Position - A position created for temporary use above the approved budgeted number of positions. This is used as an overlap when someone is retiring, out on disability, etc.

Performance/Workload Measures - Number or percentage of work category completed or performed. The performance/workload measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

PERS - Public Employees Retirement System.

Personnel Services - Salaries and benefits paid to City employees (account classification 54100-54300's).

Position Classification - Includes job titles, job grades, and job families for an overall job level.

Professional/Technical Services - Expertise purchased from external sources (account classification 55400's).

Property Tax Apportionment - The allotment of direct taxes on the basis of population.

Proposed Budget - The initial spending plan for the fiscal year presented to the City Council before adoption.

Proposition 4/GANN Initiative Limit - The City is required, under Article XIII B of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI, and non-residential construction changes.

Reserves - An account classification used to indicate that a portion of fund resources is not available for appropriation and subsequent spending.

Revenue Enhancements - Any action that increases current revenue sources or creates new ones.

Section 1103 of City Charter - Mandates that the City Manager will send a careful estimate, in writing detailing the amount of expenditures required to ensure the proper conduct of business at all levels the City Manager has control of, and an estimate of incomes expected.

Secured Debt - Debt guaranteed by the pledge of assets or other collateral.

Services to Other Departments - Includes interdepartmental charges and credits received for work performed for another department or fund (account classification 54100).

Significant Changes - Any change resulting in an increase in the budget of more than the expense guidelines provided by the City Manager. The expense guideline for Fiscal Year 2002-03 is a 0% increase over Fiscal Year 2001-02.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

Unsecured Debt - Obligation not backed by the pledge of specific collateral.

Utilities - A public service such as gas, electricity, or water. Also used to account for expenditures for services such as gas, electricity, water, refuse collection, etc. (account classification 55300's).

Utility Rolls - Utility property assessed by the State Board of Equalization.